



STATE OF INDIANA

AN EQUAL OPPORTUNITY EMPLOYER

STATE BOARD OF ACCOUNTS
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MEMORANDUM

TO: New Township Trustee

FROM: Bruce A. Hartman, CPA
State Examiner
State Board of Accounts

DATE: November 3, 2010

SUBJECT: New Township Trustee Meeting

The State Board of Accounts is planning to provide training for newly elected township trustees on Wednesday November 17, 2010.

The meeting will be at the Indianapolis Marriott East, 21st and Shadeland starting promptly at 9:00 A.M. (Local Time) and conclude about 12:00 P.M. Township trustees that have been in office a short period of time may also be interested in attending.

The meeting is structured to specifically try to address the concerns and questions of new township trustees, including going through sample entries to be recorded in the Financial and Appropriation Record and budgetary questions. Please make every effort to attend the meeting. Please feel free to bring any deputies or assistants that you deem necessary.

We are enclosing a map for the meeting location. Please call Chuck Nemeth, Township Supervisor at 317-232-2520, if you have any questions.

CWN/bgf

Enclosure